

Stormwater Pollution Prevention Plan

Municipality: Bellmawr

County: Camden

Permit Number NJG 0149217

Annual Review Date: Stormwater 4/1/2024

Program Coordinator: Joseph L. Ciano, CPWM

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Form 1 – Team Members

Stormwater Program Coordinator (SPC)			
Name and Title	Joseph L. Ciano		
Phone	8569311111	Email	joeciano@bellmawr.com
Individual(s) Responsible for Major Development Project Stormwater Management Review			
Name and Title	Steve Bach, Borough Engineer		
Phone	8565468611	Email	
Name and Title	Nicholas Bishop, Borough Engineer		
Phone	8565468611	Email	
Other Municipal Stormwater Team Members			
Name and Title	Francine Wright, Borough Clerk		
Phone	8569331313	Email	
Name and Title	Howard Long, Borough Solicitor		
Phone	8563462800	Email	
Name and Title			
Phone		Email	
Shared/Contracted Service Providers			
Provider Name	Service Provided	Term of Service	
Boro of Barrington	Truck Wash/Equip. Wash	2020-2030	

Form 2 – Revision History

Revision Date	Form # Changed	Reason for Revision (Updates to staff, policy, webpage, etc.)
4/27/2006	1-17	SPPP Issued
4/23/2009	10	Additional Ordinaces
12/08/2017		General Permit Issued
1/1/2019	1-15	Updated Forms
1/1/2021	1-15	Updated Forms
2/25/2021	10	Amended Ordinance
11/20/2022	1-15	Updated Forms
12/15/2022		General Permit Issued
12/28/2023		Additional Ordinances Adopted

Form 3 – Public Announcements

Part IV.B. and C.

1. Provide the link to the dedicated stormwater webpage for your municipality.

Bellmawr.com

2. List the name and title of person(s) responsible for stormwater webpage postings/updates.

Craig Wilhelm, Councilman

3. List the newspapers, social media outlets, websites, direct mailings (Email or postal), and other communication approaches typically used to inform/educate the public on stormwater program information and related events/activities.

Courier Post & Bellmawr Bulletin

Form 4 – Post-Construction Stormwater Management in New Development and Redevelopment

Part IV.E.

1. How does the municipality define “major development”? If it is different from the definition in N.J.A.C. 7:8, explain the difference.

Bellmawr defines Major Development as any development that provides for ultimately disturbing one or more acres of land. Disturbance for the purpose of this rule is the placement of impervious surface or exposure and/or movement of soil or bedrock or clearing, cutting, or removing vegetation. Where development is defined as the diversion of a parcel of land into two or more parcels, the construction, conversion, structural alteration, relocation or enlargement of any building structure, any mining operation or landfill, and any is or change in the use of any building or other structure, or land extension of use of land, by any person, for which permission is required under Municipal Land Use Law, N.J.S.A. 40:55D-1 et seq. In the case of development of agricultural lands, development means: any that requires a State permit; any activity reviewed by the CAB and the SADC, and the municipal review of any activity not exempted by the Right to Farm Act N.J.S.A. 4:1c2 et seq according to Municipal Code Definitions.

2. Is the municipality’s stormwater control ordinance (SCO) the same as or more stringent than NJDEP’s model SCO? If more stringent, explain the difference.

The Same As

3. Describe the process for reviewing major development project applications for compliance with the SCO and Residential Site Improvement Standards (RSIS).

The Borough's governing bodies will administer the stormwater control ordinance for all development and redevelopment projects in accordance with the requirements of the Tier A municipal stormwater general permit. All structural and non-structural BMP's shall be documented with a major development stormwater summary per Attachment D of the Tier A municipal stormwater general permit. For major developments, The Borough requires funds to implement the projects maintenance plan to ensure adequate long term operation and maintenance of BMP's. For projects on private property that the Borough does not own or operate, Bellmawr intends to ensure the Stormwater Control Ordinance is met by adopting and enforcing a provision in the municipal stormwater control ordinance. The provision requires the private entity to perform the operation and maintenance with penalties. If the private entity does not comply. All proposed inlets must comply with Attachment C of the Tier A municipal stormwater general permit. Bellmawr expects this to be achieved by conveying flows through a trash rack as described in the Alternative Device Exemptions or (for flows not conveyed through such a trash rack) by installation of the NJDOT bicycle safe grate and if needed a curb opening with a clear-space no bigger than two (2) inches across the smallest dimension.

<p>4. Does your municipality have a mitigation plan included in your Municipal Stormwater Management Plan and Stormwater Control Ordinance? Indicate the location of records of all variances granted.</p>	
No	
<p>5. Indicate the dates of each iteration of the township's Stormwater Control Ordinance, starting with the initial adoption and including revisions.</p>	
6/27/2006 Municipal Stormwater Control Ordinance adopted Ord. # 04:06/06 4/23/2009 Refuse/Private Storm Drain Ordinances adopted Ord. #03:03-09&03:04-09 2/25/2021 Management Rules & Regulations adopted Ord. # 1:03-21	
<p>6. Indicate the dates of each iteration of the township's Municipal Stormwater Management Plan, starting with the initial adoption and including revisions.</p>	
4/27/2006 Initial Municipal Stormwater Management Plan Adopted	

Form 5 – Ordinances

Part IV.F.1.

Ordinance	Date Adopted	Was the DEP model adopted without change? If not, explain how the municipality's is more stringent.	Entity Responsible for Enforcement	Fees & Fines
1. Pet Waste	2/4/2005	yes	Bellmawr Police	\$ <u>2,000.00</u>
2. Wildlife Feeding	2/4/2005	yes	Bellmawr Police	\$ <u>2,000.00</u>
3. Litter Control	2/4/2005	yes	Bellmawr Police	\$ <u>2,000.00</u>
4. Improper Disposal of Waste	2/4/2005	yes	Bellmawr Police	\$ <u>2,000.00</u>
5. Yard Waste	2/4/2005	yes	Bellmawr Police	\$ <u>2,000.00</u>
6. Private Storm Drain Inlet Retrofitting	3/26/2009	yes	Bellmawr Police	\$ <u>100.00 per</u>
7. Illicit Connections	2/4/2005	yes	Bellmawr Police	\$ <u>2,000.00</u>
8. Privately-Owned Salt Storage	12/28/2023	Yes	Bellmawr Police	\$ <u>2000.00</u>
9. Tree Removal-Replacement	12/28/2023	Yes	Bellmawr Police	\$ <u>2000.00</u>
List any additional stormwater-related ordinances the municipality has adopted that address issues beyond the scope of the MS4 permit. Include adoption date, entity responsible for enforcement, and related fees and fines.				
None				
Indicate the location of records associated with ordinances and related violations and enforcement actions below.				
Bellmawr DPW Office				

Form 6 – Street Sweeping

Part IV.F.2.a.i. and ii.

1. Provide a written description and/or attach a map outlining the sweeping schedule for the following:

- Segments of municipal roads with storm drain inlets that discharge to surface water (required at least 3 times each year)
- Segments of municipal roads that do not have storm drain inlets but do discharge to surface water (required at least 1 times each year)

Note: Only asphalt and concrete roads need to be swept. Roads that do not have storm drain inlets and do not discharge to surface water do not need to be swept.

Bellmawr roadways are swept a minimum of 6 times per year. There is no scheduled or posted streets for sweeping. A street sweeping spreadsheet documenting street sweeping is completed daily when sweeper is in operation. At least once every 4 months, sweep all asphalt/concrete segments of roads owned or operated by Bellmawr that have storm drain inlets. Once per year sweep all paved roadways owned or operated by Bellmawr.

2. Indicate if sweeping work is outsourced and if so, describe the arrangement.

No

Form 7 – MS4 Infrastructure

Part IV.F.2-4. and Part IV.G.2-3.

1. Municipal Storm Drain Inlets

- a. Describe how you ensure that municipal inlets without permanent wording cast into the design have been properly labelled.
- b. Describe how you ensure that municipal and private storm drain inlets have been retrofitted.
- c. Describe how you ensure that newly installed storm drain inlets include corresponding catch basins or other BMPs to collect solids.
- d. Describe when and how you conduct inspections of storm drain inlets and the criteria used to determine when they need to be cleaned.

A. Bellmawr inspects inlets on a yearly basis, if wording is not permanently cast into inlet a painted symbol stating No Dumping Drains to Waterway is painted or re-painted during cleaning/inspections of inlets.

B. Prior to construction or re-paving projects inlets not meeting standards are noted to be changed to meet Section V Design Standards related to Ordinance # 03:04-09 Private Storm Drain Inlet Retrofitting under Stormwater Ordinance. Post Construction inspections performed.

C. Bellmawr performs yearly inspections of inlets, catch basins and BMP's to ensure proper functioning. If noted the violations are addressed In-House or by property owner.

D. Usually in January of each year the Highway & Sewer Divisions work in conjunction to inspect and clean utilizing a Jet-Vac clean every inlet. If the inspection reveals the need for repairs a list prioritizing repairs is developed and repairs are made In-House by Highway Division.

2. Municipal Catch Basins

- a. Describe when and how you conduct inspections of catch basins.
- b. Describe the criteria used to determine when catch basins need to be cleaned.

Same as above yearly inspections/cleaning and development of repair schedule.

3. Municipal Conveyance System

Describe when and how inspections of MS4 conveyance systems are conducted, and the criteria used to determine when they need to be cleaned. Include a description of the equipment and techniques used.

Bellmawr utilizes a storm sewer camera in conjunction with high pressure water jetting to maintain our conveyance system. The jetting is performed prior to camera use to document condition of conveyance system and to develop schedule of any repairs required. Bellmawr develops, updates and implements an MS4 conveyance system, inspection, cleaning and maintenance program.

4. Municipal Outfall Inspections – Stream Scouring

Describe the program in place to detect, investigate, and control localized stream scouring from stormwater outfalls. Include a description of the equipment and techniques used.

Bellmawr visually inspects each outfall every 5 years and documents condition of outfall noting any stream scouring. If needed permits obtained and repairs performed. Bellmawr utilizes an Argo 8 x 8 piece of equipment to navigate to the outfalls for visual inspections/sampling and investigation

5. Municipal Outfall Inspections – Illicit Discharge Detection and Elimination

Describe the program in place for conducting visual dry weather inspections of municipally owned or operated outfalls. Include a description of the equipment and techniques used. Record cases of illicit discharges using the DEP's Illicit Connection Inspection Report Form from the Department's main stormwater webpage.

Bellmawr inspects each Borough owned outfall pipe every five years. After a 72 hour dry period we perform inspections noting any dry weather flow. An Argo is utilized to get to the outfalls. Illicit connections are investigated in any outfall pipe indicating dry weather flow. Video's are recorded and if no apparent illicit connections are found sampling is performed under NJDEP standards and results reported in dry weather flow reports submitted to NJDEP.

6. Other Municipal Infrastructure

List the types of MS4 infrastructure in your town that require inspection but are not noted above in items 1-5. Describe when and how you conduct inspections of this infrastructure and the criteria used to determine when they need to be maintained and/or cleaned.

Manufactured Treatment Devices, yearly inspect cleaning as per manufactures plan
Sub-Surface Systems, look for erosion, settling, cavations, check inlets they drain to and look for discoloration, soil etc.

7. Stormwater Facilities Not Owned or Operated by the Municipality

Describe your program for ensuring adequate long-term cleaning, operation, and maintenance of stormwater facilities not owned or operated by the municipality. This should include your plan for ensuring annual inspections are being done on these private properties and describe how you record the locations and logs associated with private infrastructure.

Yearly inspections of detention, retention basins, sub-surface and MTD, Notifications made to property owner. If other repairs are required such as fence, security or other document and turn over to Code Enforcement Officer. Bellmawr has developed, updated, implemented and enforced a program to ensure adequate long term cleaning, operation and maintenance of stormwater facilities not owned or operated by Bellmawr that are not subject to conditions of another NJDES stormwater permit and constructed after February 7, 1984.

8. Infrastructure Records

Indicate the location of records related to stormwater infrastructure inspection, cleaning, maintenance, and repair activities.

Bellmawr DPW Office

Form 8 – Community-wide Measures

Part IV.F.2.

1. Herbicide Application Management

Describe your program for preventing herbicides from being washed into the waters of the State and to prevent erosion caused by de-vegetation.

Bellmawr restricts the applications of herbicides to prevent them from being washed into the waters of NJ and to prevent erosion caused by de-vegetation.

2. Excess Deicing Material Management

Describe your program for ensuring that excess salt piles are removed in a timely manner after storm events.

Within 72 hours after the end of a winter storm event, conditions permitting, remove piles of excess salt and de-icing materials that have been deposited during spreading operations on all borough streets and parking areas owned or operated by Bellmawr.

3. Roadside Vegetative Waste

Describe your program for ensuring proper pickup, handling, storage, and disposal of wood waste and yard trimmings generated by the permittee along municipal roads or on municipal properties (trimming trees, mowing, etc.).

Bellmawr ensures proper pickup, handling, storage and disposal of wood waste and yard trimmings generated by Bellmawr residents. These materials are collected weekly and disposed of after pickup.

4. Roadside Erosion Control

Describe your program to detect and repair erosion along municipal roadways.

Bellmawr detects and repairs erosion along side roads owned or operated by Bellmawr. Bellmawr inspects and maintains the stability of shoulders, embankment, ditches and soils along these roads to ensure that they are not eroding and contributing to the sedimentation of receiving waters.

Form 9 – Municipal Maintenance Yards & Other Ancillary Operations

Part IV.F.5.

Please complete a separate Form 9 for each yard or site. Indicate the number of yards/sites the municipality owns or operates: ³ _____

1. Site Name and Address	
1040 Creek Road, Bellmawr NJ 08031 Main DPW Facility 864 Carter Avenue, Bellmawr NJ 08031 Ancillary Water/Sewer Yard 125 S. Bell Road, Bellmawr NJ 08031 Ancillary Recreation Facility	
2. Monthly Site Inspections Describe the nature of inspections conducted at this site and the location of inspection logs.	
1040 Creek Road: On a monthly basis Bellmawr's DPW staff perform the following inspections for the main DPW facility: Monthly Stormwater Inspection Checklist detailing vehicle maintenance performed outside the DPW garage, Vehicle Fueling Checklist detailing fuel deliveries, spills, issues, Good Housekeeping Checklist for outside storage areas. Aboveground Storage Tank Inspection Logs detailing exterior visual check for deterioration, ancillary equipment inspections of tank, spill & safety precautions, leak detection system. Monthly 55 Gallon Drum Inspection Log detailing visual check for deterioration, containment structure inspection, drum area reference & comments. Salt/Sweep Logs documenting dates, times of winter maintenance in regards to salt storage/usuage	
3. Inventory List List all materials and machinery that are potentially exposed to stormwater.	
Materials	Machinery/Equipment
Street Sweepings	Snow Plows
Cold Patch (Seasonal)	Pick-Up Trucks
Dense Graded Aggregate	Asphalt Rollers, Paver & Zipper
Non Processed Leaves (Seasonal)	Hot Box
Salt	Trailers
Bricks, Blocks	Backhoes, Loaders
Piping	Dumpsters
Inlets, Fire Hydrants	Dump Trucks

4. Discharge of Stormwater from Secondary Containment

Describe the process in place for discharging stormwater from secondary containment areas where outdoor containers are stored.

Discharge stormwater accumulated in a secondary containment area as needed following visual inspections for containments.

5. Fueling Operations

Does fueling occur on site? If so, describe the BMPs in place to minimize contamination of stormwater from fueling activities. If not, explain where fueling takes place.

Establish, maintain, and implement BMP's to address vehicle fueling, receipt of bulk deliveries, and inspection and maintenance of storage tanks. Maintain records and keep up to date Bellmawr's SPCC Plan.

6. Vehicle/Equipment Maintenance and Repair

Do you perform maintenance and repair on site? Is this conducted indoors or outdoors? If outdoors, describe the BMPs in place to minimize contamination of stormwater from maintenance and repair activities.

Bellmawr performs vehicle/equipment repairs on site. In most cases all repairs are conducted inside the DPW Maintenance Facility. If certain vehicles have to have repairs performed outside BMP's are utilized to prevent exposure of pollutants to stormwater.

7. Wash Wastewater Containment

Do you wash vehicles on site? If so, describe the BMPs in place to minimize contamination of stormwater from these activities. Note that on site containment structures require annual inspections by a NJ licensed professional engineer. If not, explain where vehicle washing takes place.

No washing of trucks/equipment is performed at the Bellmawr DPW Facility. Bellmawr regularly washes trucks at the Barrington DPW under a Shared Service agreement. For smaller pick ups we utilize a near by car wash as needed.

8. Salt and Other Granular De-icing Materials

Do you store salt and other granular deicing materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.

Yes, Bellmawr has a permanent salt building (Cover-All) with door. Bellmawr has established BMP's for the handling of salt and de-icing materials regarding storage and handling these materials prior to and after storms.

9. Aggregate Material, Wood Chips, and Finished Leaf Compost

Do you store these materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.

Leaves are temporarily stored in a large concrete bin from Nov1, through Feb,1 each year. The leaves are loaded into trash trucks on a weekly basis and taken to Smith Orchards for processing. Leaves are stored as to not contribute to run off into storm outfalls.

10. Cold Patch Asphalt

Do you store these materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.

Bellmawr seasonally stores cold patch on an imperious surface in the DPW yard. The cold patch is covered with a poly tarp to minimize contamination of stormwater.

11. Street Sweepings and Storm Sewer Cleanout Materials

Do you store these materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.

Bellmawr stores approximately 10 cubic yard street sweeping materials on an impervious surface in the DPW yard. The street sweepings are covered with a canopy to minimize contamination of stormwater.

12. Construction and Demolition Waste, Wood Waste, and Yard Trimmings

Do you store these materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.

Bellmawr does not store demolition waste, wood waste and yard trimmings at its DPW Facility. These items are disposed immediately after collection.

13. Scrap Tires

Do you store these materials on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater from these materials. If not, explain where these materials are stored.

Bellmawr does not store scrap tires at its DPW Facility. New tires are stored inside the Maintenance facility only.

14. Inoperable Vehicles and Equipment

Do you store inoperable vehicles or equipment on site? If so, describe how they are stored and the BMPs in place to minimize contamination of stormwater. If not, explain where they are stored.

On occasion, usually prior to public auction Bellmawr stores inoperable vehicles or equipment provided control measures are utilized and monthly inspections are conducted for leaks and filled drip pans.

Form 10 – Training

Part IV.F.6-10.

Stormwater Program Coordinators	
Describe the training provided for the municipal Stormwater Program Coordinator.	
Bellmawr's Stormwater Program Coordinator attends mandatory Department training once per permit cycle. The SPC also views all videos presented to individuals responsible for the implementation of the stormwater program permit.	
Topic	Municipal Employees Examples: in-person or virtual group sessions, e-Learning, field trainings, and videos
Describe the training provided for municipal staff.	
SPPP	Bellmawr trains individuals responsible for the implementation of the stormwater program permit conditions that apply to their job duties. The training consist of viewing training videos from the NJDEP and the MEL library. All training is documented and records kept at the DPW offices.
Construction Site Stormwater Runoff	Training of municipal engineer inspectors will come from in-person group training sessions, e-learning sessions, on the job/field training and instructional videos.
Post-Construction Stormwater Management in New and Redevelopment	Similar training will be provided to Post Construction Stormwater management inspectors through various learning sessions.
Community-wide Ordinances	Bellmawr recently passed 2 new community wide ordinances pertaining to proper management of salt storage and Tree replacements
Community-wide Measures	These ordinances along with educational brochures and web addresses will be made available through Bellmawr's web page, municipal message boards and meetings

Stormwater Facilities Maintenance	Bellmawr will perform maintenance on all stormwater infrastructure per approved maintenance plans or more frequently as needed to ensure proper function and operation.
Municipal Maintenance Yards and Other Ancillary Operations	For each yard Bellmawr will implement applicable BMP's for activities listed. Bellmawr utilizes 1 main facility located at 1040 Karr Drive and 2 ancillary sites located at Warren Avenue Water Plant and the Bellmawr Recreation Center.
MS4 Mapping	Bellmawr will continue to develop, update and maintain MS4 infrastructure mapping. Reviews will be performed on an annual basis, updated as needed, posted on Bellmawr's web site and submitted electronically to the NJDEP
Outfall Stream Scouring	Bellmawr will continue develop, update and implement a program to detect, investigate and control localized stream scouring from stormwater outfalls owned or operated by Bellmawr. a minimum of 20 of outfalls will be inspected annually.
Illicit Discharge Detection and Elimination	Bellmawr will develop, update, implement and enforce an ongoing illicit discharge detection and Inspection Program by inspecting outfalls owned or operated by the Borough

Stormwater Management Design Reviewers
Describe the training provided for individuals responsible for reviews and approvals of stormwater management designs.
At a minimum once every 5 years individuals who review and approve stormwater management designs for major development projects on behalf of the Borough of Bellmawr must complete the NJDEP's provided training. A list shall be kept on the Borough website showing the expiration date of training.

Municipal Board and Governing Body Members
Describe the training provided for members of the planning/zoning board and municipal council.
Bellmawr Land Use Board Members must complete the "Asking the Right Questions in Stormwater Training Tool. This training is required for governing body members, who review and approve applications for development and redevelopment projects on behalf of Bellmawr. The training must be completed once per term of service. The training follows a similar format as Stormwater Management Design Reviewers.

Training Records
Indicate the location of training records for the above required training.
These records will be kept by the Borough Clerk at the Borough Hall with a copy given to the Stormwater Coordinator for his records.

Form 11 – MS4 Mapping
Part IV.G.1.

1. Provide a link to the most current MS4 outfall/infrastructure map.	
<p>Bellmawr.com under the Highway Division's Stormwater heading will show a list of outfalls, their location and the receiving body of water. This mapping system aids in the possible pollution of our receiving waters.</p>	
2. Indicate the total of each type of MS4 infrastructure listed below (due 01 Jan 2026).	
a. MS4 outfalls	
b. MS4 ground water discharge points (basins or overland flow infiltration areas)	
c. MS4 interconnections	
d. MS4 storm drain inlets	
e. MS4 manholes	
f. Length of conveyance (channels, pipes, ditches, etc.)	
g. MS4 pump stations	
h. MS4 stormwater facilities (any that are not listed above)	
i. Maintenance yard(s) and other ancillary operations	
3. Describe how the municipality's outfall/infrastructure map is reviewed and updated to reflect any new or newly identified MS4 infrastructure (e.g., an outfall is closed, a new basin is constructed, ownership of an outfall has changed, etc.).	
<p>Bellmawr originally mapped their outfalls in December of 2019. There have been advances since and Bellmawr has received a grant from the NJDEP for additional funding to aide in the development of Bellmawr's Stormwater System complete.</p>	
4. Describe how the municipality will create and update its MS4 Infrastructure Map.	
<p>Bellmawr has been working with the NJDEP in mapping their system utilizing ARC/GIS. We hope to have 1/3 of the town completed by the end of 2024.</p>	

Form 12 – Watershed Improvement Plan

Part IV.H.

1. Describe how your municipality is developing its Watershed Improvement Plan.

Bellmawr has been working with FEMA and the NJDEP to create an National Flood Insurance Program by providing timely answers to the audit. Bellmawr has passed Ordinance # 06:08-23 which amended Chapter 228 entitled Flood Damage Prevention and adopted a new Chapter 228 entitled Floodplain Management Regulations; to adopt Flood Hazard Maps; to Designate a Floodplain Administrator. This ordinance was passed in June of 2023

2. Describe any regional projects or collaboration efforts with other municipalities.

The Ordinance has been selected for a mandatory county-wide adoption. Bellmawr continues to work with Brooklawn, Westville, Gloucester City and the DRPA to reduce severity of flooding near/or in the vicinity of the Brooklawn Circle.

3. Indicate the location of records related to all public information sessions and meetings for discussions of the Watershed Improvement Plan.

Records will be held at the Borough Hall regarding all public information sessions and meetings for discussions of Watershed Improvement Plan.